

CONFIDENTIAL

25X1

7 July 1961

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I am pleased to inform you that the new Shelf-Filing equipment is scheduled to arrive at your office the week of 24 July. We are also hoping to schedule the delivery of the new file folders at about the same time. Please let me know when this material does arrive, and, at your convenience, I will send [] out to help install the system. He will also be glad to help with transferring material from the old folders to the new as this is a time consuming job.

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We have had a slight delay in getting the small safe to you due to a minor logistical problem. The safe will be on its way shortly.

The two tables were shipped on 23 June and I trust have reached you by now.

Sincerely,

25X1

Distribution:

- Orig & 1 - addressee
- 1 - Executive Officer, OO []
- 1 - RMS File []

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ILLEGIB
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C/RMS/RD&SB []

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